

How to Apply

Complete the enclosed application form. Remove the application insert and fold in half with the mailing address facing outward.

If an application form is not attached, you can access one online at www.arkansas.gov/esd and select “For Jobseekers” or by visiting your local Arkansas Workforce Center, Department of Workforce Services (formerly Arkansas Employment Security Department), or local Department of Health & Human Services office. To find your local Department of Workforce Services office, go to www.arkansas.gov/esd or call toll-free at 1-866-ARWORKS. If all of the required information is completed, your application will be processed within 30 days from the day it is received at the Central Processing Unit. If you are eligible, you will receive a notice of application approval in the mail and will be contacted by a Work Pays Case Manager. Apply soon, as the program is limited to 3,000 participants.

2006

ARKANSAS Work Pays



EDUCATION ♦ TRAINING ♦ KEEP YOUR JOB ♦ GET A BETTER JOB ♦ INCREASE YOUR INCOME



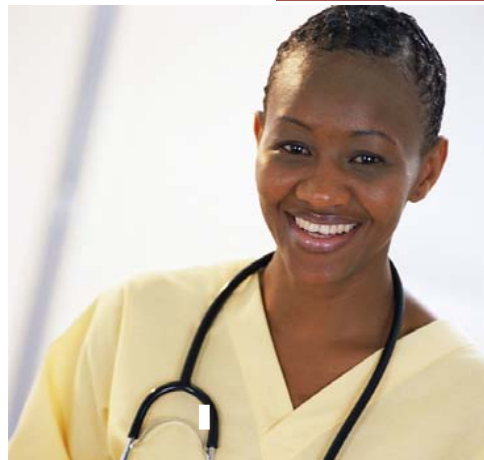
ARKANSAS WORK PAYS PROGRAM
P.O. Box 899
Forrest City, Arkansas 72336



BUILD YOUR INCOME, BUILD A CAREER

- Receive bonuses for keeping your job and increasing your income
- Receive supportive services while you work
- Receive a monthly cash assistance payment to help with monthly expenses
- Receive career counseling to help you keep your job and increase your pay

ARKANSAS WORK PAYS MEANS MORE MONEY FOR YOUR FAMILY



What is Work Pays?

The Arkansas Work Pays Program, effective July 1, 2006, provides assistance to prior participants of the Transitional Employment Assistance (TEA) Program that meet eligibility requirements. The program is limited to 3,000 participants. While on Work Pays, you will:

- Keep your paycheck.
- Receive monthly cash assistance of \$204 per month while you are on the program (for up to 24 months).
- Receive big bonuses for keeping your job and increasing your income.
- Receive one-on-one support from your case manager to help you keep a job; get promoted or get a better job; and increase your income.

Work Pays Can Help You Earn Bigger Pay Checks

Work Pays can help you increase your income level and break out of low wage jobs.

- Learn the secrets of getting a promotion.
- Get help on earning a pay increase.
- Increase your worth to your employer so you get more hours and paid more.
- Get a plan for how to make more money.

If you qualify for Work Pays, you may also be eligible to receive:

- Help with educational expenses
- Help with work related expenses
- Help paying for child care
- Help with transportation
- Transitional Medicaid or ARKids 1st
- Financial Credit Counseling
- Individual Development Accounts
- Mentoring
- Earned Income Tax Credit

How Can Work Pays Help Me?

The path is up to you. Your case manager will help you every step of the way. Your Case Manager can help you find a better job, assist you in reaching your educational goals, help you get your GED, and help you with Child Care and Transportation. Besides all of the one-on-one support that you will receive to reach your educational and career goals, you will also receive financial support while on the program.

Cash Assistance	\$204 per month for 24 months maximum	\$4,896
Bonus 1	Stay employed for 3 consecutive months	\$400
Bonus 2	Stay employed for an additional 6 consecutive months	\$600
Bonus 3	Exit Bonus for meeting work requirements for 21 out of the 24 months on the program	\$800
Bonus 4	Your earnings exceed 100% of the Federal Poverty Level and you leave the program	\$1,200
This is what you take home if you meet all of the Work Pays program requirements and qualify for all of the bonuses.		\$7,896

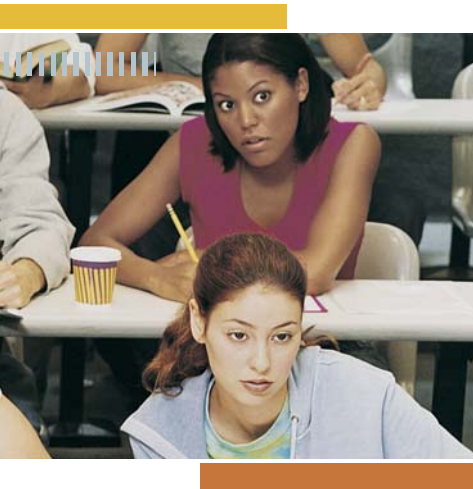


Who is Eligible?

If you are a former Transitional Employment Assistance (TEA) benefit recipient and your case closed due to you becoming employed, you may be eligible for Work Pays.

An individual must meet the following requirements to be eligible for Work Pays:

- 1 Have care and custody of a related minor child;
- 2 Be a resident of the state of Arkansas;
- 3 Meet certain citizenship or alienage requirements;
- 4 Apply for Work Pays within six (6) months of your TEA case closure with employment;
- 5 Received TEA cash assistance for at least three (3) months;
- 6 Have not received more than twenty-four (24) months of Arkansas Work Pays program benefits;
- 7 Meet the Work Hours Requirement—You must engage in paid work activity for at least 24 hours per week and meet the federal work participation rate, which is usually an additional 6 hours per week in either paid work activity or other allowable work activity. This additional number of hours could be more or less depending on your family situation. Your Case Manager will help you determine if you need additional hours to meet the work requirement.
- 8 Have income below the federal poverty level for the family size;
- 9 Comply with the Work Pays Personal Responsibility Agreement;
- 10 Comply with Office of Child Support Enforcement (OCSE) requirements, including assignment of support and cooperation in establishing paternity and/or support unless a good cause exists.



What should I expect if my application is approved?

FIRST WORK PAYS INTERVIEW

Very soon after the approval of your Work Pays application, your Case Manager will contact you. During the first interview, your Case Manager will review the information you provided on the application form and ask questions about your family's circumstances. This will help to determine what services your family needs. Your Case Manager will explain all of the program requirements so you fully understand your responsibilities in the program. Your Case Manager will explain the allowable documentation necessary from you to document your weekly work activities and how you can provide that information each pay period.

CAREER ADVANCEMENT PLANNING

If you are approved for Work Pays, you and your Case Manager may develop a Career Advancement Plan. This plan will outline steps that you and your Case Manager will take to help you keep your job and increase your income. You and your Case Manager will work as a team in developing this plan. When you sign the plan, you are stating that you will follow the steps outlined in the plan. When your Case Manager signs, he or she is committing State resources that will help you keep a job and increase your pay.